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ORDER FOR SUPPLIES OR SERVICES **SCHEDULE - CONTINUATION**

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ORDER FOR SUPPLIES OR SERVICES **SCHEDULE - CONTINUATION**

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ORDER NO. 0013

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Statement of Work

Contract Number: EP-W-11-009/EP-W-11-010/EP-W-11-011

RFO number: [to be inserted]

I. TITLE: Technical Assistance for New Bern, NC Community Resilience Pilots

II. PERIOD OF PERFORMANCE:

From: Date of Award

To: Phase I: Task 1 through Task 1, 2, 3 and part of Task 4 (date of award through

January 26, 2013)

Phase II: Completion of Task 4 (January 27, 2013 to February 25, 2013)

III. BACKGROUND:

The City of New Bern, NC is a community of 30,000 located in Craven County. The City has been selected by US EPA's Office of Sustainable Communities to receive technical assistance to identify and implement sustainable community approaches that can help the City reduce vulnerability to coastal and riverine flooding. These hazards were identified in the 2010 Craven County Multi-Jurisdictional Hazard Mitigation Plan as critical areas of concern for the community.

The Hazard Mitigation Plan identifies a range of structural (strengthening and protecting buildings) and non-structural (land use planning, green infrastructure, public awareness) strategies that can help New Bern, the County, and constituent jurisdictions reduce vulnerability to natural hazards, including flooding. The Hazard Mitigation Plan also notes that effective implementation of these hazard mitigation strategies requires that the City's land use plans, policies, and land development regulations encourage, support and allow for the use of non-structural practices.

The City is seeking assistance from EPA to: 1) better understand the opportunities for utilizing sustainable community and green infrastructure approaches to mitigate and reduce vulnerability to flooding including those associated with sea level rise, 2) identify barriers and opportunities within existing land use regulations to support sustainable community and green infrastructure solutions; 3) increase consistency between the Craven County Hazard Mitigation Plan; local comprehensive plans and land development regulations; and 4) improve public awareness and understanding of the vulnerability of the City to flooding including risks from sea level rise, and the role of land use and community design solutions in helping to mitigate that risk. Green infrastructure refers to land use and design practices, such as interconnected network of open spaces and natural areas, such as greenways,

wetlands, parks, forest preserves and native plant vegetation, that naturally manage stormwater, reduces flooding risk and improves water quality.

Assistance will help the city better understand their vulnerability to coastal and riverine flooding, identify and implement policy and planning options that improve community resilience to natural hazards while also improving quality of life, supporting long-term economic prosperity, increasing reuse of vacant and abandoned and contaminated property, including brownfield properties, and protecting the environment. The results of this assistance will also be useful for other communities nationally that are seeking solutions to planning for community resiliency.

IV. PURPOSE AND OBJECTIVE:

The City of New Bern has requested assistance from EPA to: 1) improve understanding of the potential impact of sea level rise on land development and the community; 2) identify land use and community design strategies that will improve community resiliency; and 3) integrate strategies into existing plans and land development regulations.

EPA is requesting contractor assistance for the following activities:

- Develop and deliver a community workshop that can identify possible sustainable community and green infrastructure approaches that can help New Bern improve community resiliency;
- Using the iRisk tool, assess community or neighborhood vulnerability to flooding impacts associated with sea level rise; (Further information on iRISK is included in the description of Task 3)
- Assess a subset of the City's land use plans and land development regulations to identify barriers and opportunities that support sustainable community and green infrastructure approaches to community resiliency;
- Present results of assistance in a final report that can be used by New Bern and by other communities that desire solutions on how to become more resilient to natural hazards, specifically flooding.

V. QUALITY ASSURANCE (QA) REQUIREMENTS:

Check [X] Yes if the following is required or [] NO if the following is not required. The Contractor shall submit with their technical proposal a written Quality Assurance Project Plan for any project that is developing environmental measurements or a Quality Assurance Supplement to the Quality Management Plan for any project which generates environmental data using models.

TOPO's will provide additional information here, if Yes is checked above.

Under this task order, the Contractor shall model the potential vulnerability of a neighborhood or a subset of structures or buildings to flooding associated with sea level rise resulting from climate change. The Contractor shall not generate estimates of flooding from sea level rise. They shall utilize estimates of sea level rise, storm surge and flooding that are generated from existing publically accessible modeling tools that have gone through a peer review process.

VI. TASKS AND DELIVERABLES:

The TOPO will review all deliverables in draft form and provide revisions and/or comments to the contractor. The contractor shall prepare the final deliverables incorporating the TOPO's comments. Contractor shall provide the TOPO with both electronic and hard copy versions of all deliverables. Deliverables shall be submitted as Microsoft Word documents or in another format that can be easily edited by EPA.

Contractor personnel shall at all times identify themselves as Contractor employees and shall not present themselves as EPA employees. Furthermore, they shall not represent the views of the U.S. Government, EPA, or its employees. In addition, the Contractor shall not engage in inherently governmental activities, including but not limited to actual determination of EPA policy and preparation of documents on EPA letterhead.

Task 1: Kick-off Call and progress updates calls with New Bern, NC ((II B. Technical Assistance, Page 1-17)

The Contractor shall participate in 12-15 conference calls with EPA, and the City over the duration of this task order. The purpose of the first conference call (approximately two hours in length) will be to kick-off the project, clarify and discuss project objectives, and schedule the community workshop. The kick-off call shall occur within 14 calendar days of the award of the contract. EPA will issue a technical directive clarifying the dates of the community workshop. This will be technical direction #1 issued under this task order.

The purpose of the remaining conference calls shall be to provide regular updates to EPA and City on project progress. These regular calls shall be approximately one hour and shall be scheduled as part of the kick-off call.

Task 2: Community Workshop (II B. Technical Assistance, Page 1-17)

The Contractor shall deliver a multi-day workshop (no more than 3 days) to: 1) gather information, tour the area, and meet with representatives from the City and community stakeholders; 2) increase community and public awareness of how land use, community design, and green infrastructure practices can help increase community resiliency, reduce risk, and reduce flooding; and 3) demonstrate the application of these design concepts to select locations in the City. The workshop shall take place within 45 calendar days of the kick-off call.

The Contractor shall draft an agenda (approximately 1- 2 pages) for the workshop and deliver it to EPA within 14 calendar days after the kick-off call. EPA will provide comments on the agenda within 7 calendar days. The Contractor shall revise the agenda within 5 calendar days of receiving EPA comments.

The general parameters of the workshop are as follows. The workshop will include training on smart growth and community resiliency. This training will be open to the public, the purpose of which shall be to improve community awareness and understanding of land use and community design strategies and the role of these strategies in helping adapt to sea level rise and flooding. The Contractor shall deliver this training.

During the community workshop, the Contractor shall design three concept schematics illustrating the application of green infrastructure approaches to three separate locations in New Bern that are known to be susceptible to flooding. Possible locations include, but are not limited to, one or multiple vacant, abandoned, or brownfield property or properties that could be converted to green infrastructure; floodway and streambank restoration, and or green street retrofit. The concept schematics are for illustrative and community education purposes and not for construction. These schematics will be presented at the conclusion of the community workshop.

Within 7 calendar days of the conclusion of the workshop, the Contractor shall deliver to EPA, all materials developed during the workshop (including schematics, presentation materials, powerpoint and notes).

Task 3: Assess vulnerability of existing neighborhood to sea level rise, flooding and storminess (II B. Technical Assistance, Page 1-17)

Using the iRisk tool, the Contractor shall deliver a vulnerability assessment of an existing neighborhood in New Bern that is known to be susceptible to flooding. The specific neighborhood will be identified jointly by EPA, the City, and the Contractor prior to beginning this task. EPA will confirm the location and boundaries of this neighborhood through technical direction (technical direction #2). The vulnerability assessment will focus on the potential impacts of sea level rise and storm surge on the designated neighborhood, or a subset of buildings/structures within the neighborhood.

The State of North Carolina, through the Division of Emergency Management – Geospatial and Technology Management Office (GTMO) and with funding support from FEMA, has developed a publically accessible decision-support tool called iRISK. This tool helps counties and property owners throughout the state assess vulnerability and risk of buildings and infrastructure from multiple natural hazards (winds, flooding, earthquake, tornados, wildfire, storm surge, dam and levee failure, etc); and also calculates the financial cost benefit of various risk reduction strategies (elevation, flood proofing, reconstruction, etc.).

A current beta version of iRISK has been developed by GTMO and is available for community and consultant use as part of this task order.

The Contractor shall deliver a 3-5 page memo summarizing the process used, results of the vulnerability analysis, and a discussion of how the findings of the analysis could be used in future updates to forthcoming updates to plans and land development regulations.

The memo shall be delivered to EPA within 14 calendar days of the technical direction #2. EPA will provide comments within 7 calendar days after receipt of the memo. The Contractor shall revise the memo per EPA comments and submit a final version within 7 calendar days of receiving EPA comments. The memo shall be submitted as a MS Word file.

Task 4: Policy and Plan Analysis (II A. Research and Policy Analysis, Page 1-9)

New Bern has requested assistance from EPA to examine their toolbox of local plans and policy instruments, specifically, but not limited to, subdivision ordinance, design guidelines and hazard mitigation plan to: 1) identify land use and community design strategies that will improve community resiliency and support smart growth objectives; 2) integrate strategies into existing plans and land development regulations; and 3) increase consistency between local plans, and land development regulation and the multi-jurisdictional hazard mitigation plan. As part of their analysis, the Contractor shall incorporate the findings of the vulnerability analysis to identify how plans or ordinances would need to be changed to address the kinds of inundation impacts the vulnerability assessment identifies.

The Contractor shall review and analyze up to 3 planning tools and/or ordinances to determine if these documents support and/or integrate land use and community design practices (land conservation, green infrastructure, etc) that support smart growth principles and that also can help New Bern reduce vulnerability to flooding risk associated with sea level rise. The three planning documents shall be identified prior to beginning this task. EPA will notify the Contractor of the planning tools/documents through technical direction (technical direction #3).

Documents under consideration for review include, but are not limited to City of New Bern Subdivision Ordinance; 2010 Craven County Multi-Jurisdictional Hazard Mitigation Plan, New Bern Urban Design Plan, New Bern Pedestrian Plan, New Bern Regional CAMA Land Use Plan, Brownfields Area Wide Plan, and Floodplain Ordinance. As part of the analysis, the Contractor shall also propose policy options or code language that the City could consider, that would enable or allow green infrastructure and other land use and community design practices in New Bern.

The results of the analysis, including proposed policy options, shall be delivered as an 8-10 page memo to EPA, within 45 calendar days after EPA issues technical direction. EPA will provide comments within 14 calendar days after receipt of the memo. The Contractor shall revise the report per EPA comments and submit a final version within 14 calendar days of receiving EPA comments. The report shall be submitted as a MS Word file.

Task 5: Final New Bern Report (II B. Technical Assistance, Page 1-17)

The Contractor shall deliver to EPA a final report that summarizes the technical assistance project, and presents results and findings. Specific components of the report will be determined in consultation with EPA, the Contractor and the City. EPA will issue technical direction clarifying the specific components of the final report. Technical direction will be issued within 14 calendar days of the receipt of workshop materials.

General parameters of the report are as follows. The report will be approximately 30- 35 pages in length, and will integrate findings from memos and products (such as design schematics) developed under tasks 2, 3 and 4 of this task order. As such, the Contractor shall finalize all design schematics for inclusion into the final report. The primary audience for the report will be city staff and the general public. In addition, the report will be posted to the website of the EPA Office of Sustainable Communities.

The Contractor shall deliver a proposed outline of the final report to EPA within 7 calendar days of receiving technical direction #4. EPA will provide comments within 7 calendar days after receipt of the outline. The Contractor shall revise the outline per EPA comments and submit a final version of the outline within 7 calendar days of receiving EPA comments. The Contractor shall deliver an initial draft of the final report within 30 calendar days of finalizing the outline. EPA will provide comments within 14 calendar days after receipt of the initial draft of the final report. The Contractor shall revise the initial draft per EPA comments and submit a final draft of the report within 17 calendar days of receiving EPA comments. The outline and report shall be submitted as a MS Word file.

SCHEDULE FOR DELIVERABLES:

The contractor shall provide the following specific deliverables to the EPA TOPO:

DELIVERABLE		FORM & QUANTITIY	SCHEDULE
Task 1	Participation in Kick-off Call	1 call (estimated 2 hours)	Within 14 days of the contract award
Tasks 1, 2, 3, 4, & 5	Participation in Regular Conference Calls	11-14 calls (estimated 1 hour)	TBD , schedule determined during kick-off call
Task 2:	Community Workshop	1 visit, 2 days in length	TBD (May likely), within 45 days of the kick-off call
Task 2	Workshop Agenda	1 – 2 pages. MS Word	 Within 14 calendar days of kick-off call Final agenda within 5 days of receiving EPA comments.
Task 2:	Concept	3 concept	Within 7 calendar days of the

	schematics and workshop	schematics, 1- 2 powerpoint	completion of the workshop.
	materials	presentations	, , , , , , , , , , , , , , , , , , , ,
Task 3 :	Vulnerability Assessment Memo	1 memo, 3-5 pages, MS Word	 First draft of memo within 14 calendar days of technical direction #2; Final memo, within 7 calendar days of receipt of EPA comments on initial draft.
Task 4:	Policy and Plan Analysis Memo	1 memo, 8-10 pages, MS Word	 First draft of memo within 45 calendar days of technical direction #3. Final memo, within 14 calendar days of receipt of EPA comments
Task 5:	Final Report	1 report, 30-35 pages, MS word	 Outline within 7 days of technical direction #4. Final outline within 7 days of EPA comments. Initial draft of report within 30 calendar days of finalizing outline. Final draft within 17 days of receiving EPA comments

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PAGE 2 OF 2

NAME OF OFFEROR OR CONTRACTOR

SYSTEMS RESEARCH AND APPLICATIONS CORPORATION

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Attn: (b)(4)		96	DATED (SEE ITEM 11)		
4300 FAIR LAKES COURT					
7032846219		x 10	A. MODIFICATION OF CONTRACT/ORDER	NO.	
FAIRFAX VA 220334232		A E	P-W-11-010		*
			013		
		10	B. DATED (SEE ITEM 13)		
CODE (b)(4)	FACILITY CODE	c	5/25/2012		
	11. THIS ITEM ONLY APPLIE	S TO AMENDI	MENTS OF SOLICITATIONS		
The above numbered solicitation is amended as set for	orth in Item 14. The hour and date	specified for r	eceint of Offers Sis ay	tended, [] is n	ot extended.
			ODIFIES THE CONTRACT/ORDER NO. AS I		
			OMINISTRATIVE CHANGES (such as change OF FAR 43.103(b).	es in paying offic	е,
C. THIS SUPPLEMENTAL AGREEMEN	IT IS ENTERED INTO PURSUAN	T TO AUTHOR	ITY OF:		
D. OTHER (Specify type of modification	and authority)				
X Name Change under the aut	hority of FAR 42.1205	5- Agreeme	ent to recognize contractor;	s change o	f name.
E. IMPORTANT: Contractor 🗵 is not,	is required to sign this docume		0 copies to the issu		
14. DESCRIPTION OF AMENDMENT/MODIFICATION DUNS Number: (b)(4)			copies to the test	**************************************	
Task Order #0013 - Technical	Assistance for N	ew Bern	NC Community Resilie	nce Pilo	r s
TOPO: Adhir Kackar Max Expir			, no continuitely nebulate		•
			+b mo +	wofloat	tho
The purpose of this modifica				reilect	tne
contractors legal name chang	e to SRA Internat	ional,	Inc.		
				,	
Continued					
Except as provided herein, all terms and conditions of the	e document referenced in Item 9A	or 10A. as he	retofore changed, remains unchanged and in	full force and eff	ect.
15A. NAME AND TITLE OF SIGNER (Type or print)			NAME AND TITLE OF CONTRACTING OF		
			hryn Barton		
15B. CONTRACTOR/OFFEROR	16C. DATE SIGN	IED 16B.	UNITED STATES OF AMERICA		16C. DATE SIGNED
(Signature of person authorized to sign)			(Signature of Contracting Officer)		

NSN 7540-01-152-8070 Previous edition unusable STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53,243 **CONTINUATION SHEET**

REFERENCE NO. OF DOCUMENT BEING CONTINUED

EP-W-11-010/0013/002

PAGE 2 OF 2

NAME OF OFFEROR OR CONTRACTOR SRA International, Inc.

ITEM NO.	SUPPLIES/SERVICES	QUANTITY			AMOUNT
(A)	. (B)	(C)	(D)	(E)	(F)
	Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711 Period of Performance: 05/25/2012 to 02/25/2013				
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